



## **PARK & RECREATION COMMISSION AGENDA**

**Monday, October 12, 2015**

**6:30 p.m.**

**Public Works**

**Conference Room**

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### **Call to Order**

### **Roll Call**

### **Adopt Agenda**

Approval of September 14th Meeting Minutes

### **Old Business**

1. Review of Updated Designs for 2016 Park Bond Projects
2. Current Trail Project Updates

### **New Business**

### **Other Business**

3. Parks Supervisor Updates
4. Recreation Coordinator Updates

### **Adjourn**



**Park & Rec - Regular**

**Meeting Date:** 10/12/2015

**SUBJECT:** Approval of September 14th Meeting Minutes

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**Attachments**

sept2015

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COON RAPIDS PARK & RECREATION COMMISSION MEETING MINUTES OF  
MONDAY, SEPTEMBER 14, 2015

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The regular meeting of the Parks & Recreation Commission was called to order on September 14, 2015 at 6:31 P.M. in the Public Works Conference Room.

Members Present: Chair Tim Arntson, Commissioners Mike Jacobson, Neal Livermore, Tim Matsche, Ryan McAlpine, Gen Sand, and Valerie Weaver

Members Absent: None

Also Present: Ryan Gunderson, Recreation Coordinator  
Gregg Engle, Parks Supervisor

ROLL CALL

Chair Arntson acknowledged roll call.

1. APPROVAL OF THE SEPTEMBER 14, 2015 AGENDA

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Chair Arntson requested Update on Sand Creek be added to Old Business.

MOTION BY COMMISSIONER SAND SECONDED BY COMMISSIONER MCALPINE, TO APPROVE THE SEPTEMBER 14, 2015 AGENDA AS REVISED. MOTION PASSED UNANIMOUSLY.

2. APPROVAL OF PAST MINUTES

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MOTION BY COMMISSIONER LIVERMORE, SECONDED BY COMMISSIONER SAND, TO APPROVE THE AUGUST 10, 2015 MEETING MINUTES. MOTION PASSED UNANIMOUSLY. ABSTAINING: COMMISSIONERS JACOBSON, MCALPINE AND WEAVER.

3. OLD BUSINESS

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A. Sand Creek Building

Mr. Engle stated planning is still going on. Administration cost is being reviewed as far as the design. They will come back with some different figures. The building will still be a go but the union wages are a factor. Originally, it was going to be laid block but now it will be insulated panels. When material reductions were made City Code factored into the plans. Bids will go out again in January. The concept plan is basically the same with the materials changing. The concession stand is dictated by what they are going to serve. The turf, irrigation, lighting is completed. Mr. Engle showed some construction pictures to the

Commission. The pad for the skateboard park will be installed October 19. Skateboard equipment and playground equipment will be installed in June-July 2016.

#### 4. NEW BUSINESS

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##### A. Coon Rapids Fastpitch Association Update

During the recent staff meetings with the Coon Rapids Affiliated Athletic Associations, fastpitch requested to be added to the next Park and Recreation Commission meeting to share information about their program. Members of the Coon Rapids Fastpitch Association were present to share information and ideas for fastpitch in the community.

Representing Coon Rapids Fastpitch Association at the meeting were Andrew Scheck, Andy Graham, Stephanie Mastiller and Bill Stark.

Mr. Scheck provided an overview of CRFA. They are trying to find a home for CRFA. The Mission Statement: CRFA seeks to provide a community and volunteer-driven program to promote the growth and development of our softball players. CRFA works to promote a fun, fair, and safe environment that maximizes participation and improves players' softball skills while developing sportsmanship, teamwork, and self-confidence.

Mr. Scheck reviewed in 2012, we were an organization of:

- 5 teams
- 65 players ages 8-18
- Primary location was Moor Park, with practice facilities at Cardinal Woods, Prospect Park, and Coon Rapids High School
- Limited involvement in the community
- One fundraiser per year – Cardinal Classic Fastpitch Tournament
- Only fielded teams at the 'B' and 'C' level of play

Mr. Scheck stated in 2015, we were an organization of:

- 10 teams
- 126 players ages 5-18
- Primary location is still Moor Park, with practice facilities at Cardinal Woods, Prospect Park, and Coon Rapids high School (14U and above)
- Involved in Coon Rapids July 4<sup>th</sup> parade, volunteer with Northstar Lions for 4<sup>th</sup> of July and other events through the year, Feed My Starving Children team events, softball camp for grades K-8.
- Multiple fundraisers per year – Cardinal Classic Fastpitch Tournament, Fall Ball State Tournament (2014), USSSA qualifier, Drop Ball Golf Tournament
- Field teams at all levels of play, and have competed with the best in the state
  - 2014 – MMFL Tier 1 10U 3<sup>rd</sup> place
  - 2015 – MMFL Tier 2 12U 1<sup>st</sup> place
  - 2015 – NAFA Nationals top 13 finish (98 teams)

Mr. Scheck reviewed in 2018, we want to be an organization that has:

- 18 teams
- 200+ players aged 5-18
- A partnership with Coon Rapids Cardinal Little League on 5U softball t-ball league – we must provide a path for girls from Little League t-ball to Fastpitch.
- A partnership with Coon Rapids High School that improves our fastpitch facilities to best in class in the Northern Suburbs
- The ability to generate revenue for our association during the more than 180 home games, 200+ tournament games, and host Nationals level tournaments.
- A reputation as one of the top programs in the state
- A park in Coon Rapids that we can call home

Coon Rapids High School Softball, has some monies set aside to find a home for CRFA. Mr. Scheck stated most cities have fields that their softball teams dedicated to fast-pitch. He believes they could earn some revenue through concessions, and in having their own fields. They would like to drive toward hosting tournaments. They would like to develop the reputation as one of the top programs in the State of Minnesota.

Mr. Andy Graham stated the projections are contingent on CRFA having a home to call their own.

Ms. Stephanie Mastiller stated in their program there is a lot of mentoring going on with the 5-18 year olds. That is something outside of softball.

Mr. Bill Stark stated it is more about the girls and families than just softball. To have a place to call home would be great. They visit many other cities where they have really nice fields for the girls to play on.

Chair Arntson asked if Moor Park is scheduled for the games and Mr. Scheck stated they play at Moor Park, Cardinal Woods, Prospect Park and Coon Rapids High School. The lack of fencing at Moor Park is difficult due to the level of play. The fencing for the little league fields would be needed for softball. Parking at Moor Park is a problem with cars parking where they shouldn't. There are two softball fields at CRHS.

Mr. Schreck the High School would like to have the high school softball games played in a City Park rather than at the High School. This year there were two high school games played at Al Flynn.

Chair Arntson asked about the 'B' and 'C' levels. Mr. Schreck stated the MMFL puts the teams into Tiers.

Mr. Graham stated two games were never scheduled at Moor Park at the same time due to the sun location, parking problems. Moor Park is a good practice facility but not a place where two games can be played at once.

Mr. Schreck stated they would like to develop a "home" with batting cages, concession stands, storage area, etc.

Mr. Gunderson stated at one time there was a storage shed at the public storage center. Mr. Schreck stated they are still using that public storage center for thousands of dollars a year. They now provide equipment for 10 teams.

Commissioner Weaver stated she is glad to see how the organization has grown over the years.

Mr. Gunderson stated facilities that we have currently are Sand Creek Park, Al Flynn Park (needs some updating), Moor Park, and Aspen Park (shared with CR Cardinal Little League). The building at Aspen Park was built by the Little League. The facility is owned by the City and maintained by the City. The contract lease-agreement is voided so a new agreement needs to be done. Cardinal Little League may not need all the fields they are currently using.

Mr. Scheck stated they are requesting two fields next to each other. They have worked with the Lions in providing concessions with half of proceeds going to CRFA.

Chair Arntson stated the American Little League own Fields 1 and 2. They own the property.

Mr. Scheck stated Coon Rapids American Little League has changed dramatically and generally, the All Star team is made up primarily of non Coon Rapids residents. They would like to invest some of their funds into their "home fields". There are four parks within the City that are dedicated to baseball and they would like one dedicated to CRFA.

Mr. Graham stated if American owns their land why the City gave them an interest-free loan for non-resident players. Chair Arntson noted the City Council approved that.

Mr. Gunderson stated the MN Twins have a grant program that could possibly be utilized. Mr. Scheck noted there are other programs available for grants for fields.

Commissioner Livermore asked if CRFA was involved in the planning for Sand Creek. Mr. Gunderson stated he was thinking of dedicating the northwest field at Sand Creek but Sand Creek would not be a permanent home for CRFA. Another option might be to make Sand Creek all youth and move the adult games to another park in the City. Al Flynn has drainage problems. Mr. Engle stated ideally Al Flynn would be a good option for CRFA.

Commissioner Sand asked if Aspen Park would work. Mr. Gunderson stated that would be the most political.

Commissioner Livermore suggested the Commission recommend the Council consider naming Aspen Park as the softball home for CRFA. Commissioner Jacobson asked if the third field at Aspen could be removed for parking.

Commissioner Sand stated there never really has been parking at Moor Park. Mr. Gunderson stated the gates could be opened to allow for overflow parking.

Chair Arntson asked who is currently using Al Flynn and Mr. Gunderson stated CRAA softball and some adult games. When Sand Creek opens the adult games will be held there.

Mr. Gunderson suggested Al Flynn could be a girl's softball complex. Commissioner Livermore asked if this could be added to a 2017 park. Mr. Engle stated there is a lot going on there.

## 5. OTHER BUSINESS

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### A. Parks Bond Projects

At the August 18<sup>th</sup> City Council Meeting, Council approved the concepts and authorized the preparation of plans & specs. Direction was received on the following information:

1. Council does not want to set a standard structure size; they requested that the structure be designed to scale for the type of improvement proposed or park characteristic. They did, however, want to have the ability to reserve the shelters. They briefly discussed how the fee structure should be calculated, but ultimately wanted staff to review and propose something – something like existing rates/charges to reserve and rent a facility (with setup, trash, etc.) vs. reserving the facility but getting the “extra service.
2. Council supports the native plantings and requested the parallel track for ordinance revisions. Staff will begin discussions on moving forward.
3. With respect to the trail on the north side of 119<sup>th</sup>. Staff recommended that maybe we just leave it alone (keep existing sidewalk), and adjust on the fly if needed be by widening the existing sidewalk 3' into the boulevard. The only comment I heard on this was that it should look nice, a connection should be made, and that it should lead to a safe crossing at the intersection.
4. There was consensus that the ballfield at Woodcrest should be relocated (as designed), but Delta could remain as is. The feeling was that there's been a lot of feedback on Woodcrest (proximity to homes, noise, etc.) but less at Delta. They commented that it appeared we were just moving the field at Delta but it really wasn't creating any buffer space (one set of

- properties to another) – if there's cost savings to keeping it as is and rejuggling the rest of the site improvements, that should be considered.
5. They would like to keep the existing building at Woodcrest, but want to make sure it can "fit in" with the new improvements. If we can improve the appearances with a modest budget they want it to stay. I told them we could work on getting estimates to improve the appearance and compare that to the demo budget. The biggest comment on this building was that it needs to be open and, whether or not it stays, bathrooms must be included in some fashion. They were agreeable to leaving the trail in Woodcrest that connects to Wintercrest (and ultimately Woodcrest Drive) and we could introduce other funding sources to assist in those costs (Utility Funds). This could also serve the disk golf users as well.

Proposed Schedule of Projects:

Schematic Design Drawings: September 4, 2015

Meeting with Coon Creek Watershed: Week of September 7, 2015

Wetland Delineation: September 2015

Progress Meeting #1: Week of September 14, 2015

Coon Creek Watershed Permit Submittal: October 2015

Design Development Drawings: Late October 2015

Progress Meeting #2: October 2015

Construction Documents: December 2015

Coon Creek Watershed Permits: December/January 2015

Advertisement of Bids: December 2015

Bid Opening: January 2016

Commissioner Livermore stated his concern would be the fee structure for shelter rental. Maintenance is required and there is very limited maintenance on weekends.

Mr. Engle stated the Council would like to see more native plantings in city parks. City Code is being reviewed for a native plantings ordinance.

The disk golf area is being staked out by the organization and the City Forester. Then request for approval goes to the Watershed. The t-boxes will be movable.

B. Trail Project Updates

City Engineering staff submitted the following updates on trail redevelopment projects.

Wilderness Trail – complete. Commissioner Livermore noted mowing is needed.



Coon Rapids Blvd Trail – Currently under construction. Anticipated to be complete by end of September.

85<sup>th</sup> Avenue Trail – Staff continues to work with property owners to coordinate easement acquisitions. Staff is exploring placing a portion of the trail on a boardwalk system from Norway Street to west of the railroad tracks (about 450-feet of boardwalk total). The boardwalk will eliminate design issues with filling in the existing ditch, and may allow the power poles to remain at their current location. The installation of a boardwalk subject to Anoka County approval, was denied 9/14/15.

Misc. Trail Projects – Trails have been resurfaced in Nelson Park, Parkside Park, Lions Coon Creek Park Walking Loop and Hoover Park.

#### C. Parks Misc. Updates – Parks Superintendent, Gregg Engle

Hoover – the rain garden is in. The Eagle Scout did a good job. Parking lot is done. The trail has been removed, black dirt brought in and grass is already coming in. The tennis court will be filled in. Project is 80% done. Signs will be installed shortly.

Winter Operations – A skating trail is proposed at the ice arena. Lights from Delta Park could be used to light the skating trail. Could be used during Snowflake Days. The trail will be 20 feet wide.

Alder Park – City staff has done some work. Mulching, shrub removal, tennis court resurfaced.

Rubber matting – has shrunk 2-3 inches in the past year at lions Park. Needs to be repaired.

Soccer complex playground – needs to be redone with rubberized material.

Resurfacing playgrounds – Five more parks will be done this fall.

Concrete pads – Picnic table and park bench pads will be installed in a number of parks.

Mercy Park – Eagle Scout will be putting in new picnic table pads in October.

Playground repairs – Trying to catch up with personnel absences. Getting new parts and pieces for playgrounds in ten parks.

Rain gardens – Eight more will be constructed in the Woodcrest area.

Sand Creek – sidewalk will be constructed on the north side of Northdale. The trail will be on the south side.

D. Recreation Updates – Recreation Coordinator, Ryan Gunderson

Agreements with Associations – have all been updated except CRAA's.

Fields – CRA football is playing at the Soccer complex this year. Hoover will also be used.

Pet Expo – Held at Riverview Park this past weekend.

Little League – Using the Riverview warming house for their board meetings.

Citywide Newsletter – Will be coming out. Yoga and figure skating on-line registration is getting close.

Farmers Market – It's very popular and should be expanded next year. A more prominent sign would be needed on the boulevard along with an ice center sign on the boulevard. A coupon program may be utilized next year.

Budgets – Still okay – Woodview should be looked at as far as shelter, playground. There is still \$150,000 left in the budget.

Trails – There is still \$100,000 left in the budget.

6. ADJOURNMENT

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MOTION BY COMMISSIONER SAND, SECONDED BY COMMISSIONER LIVERMORE, TO ADJOURN THE MEETING. MOTION PASSED UNANIMOUSLY. THE MEETING WAS ADJOURNED AT 8:25P.M.

Respectfully submitted,

Ryan Gunderson  
Recreation Coordinator

Drafted by:  
Debbie Wolfe  
*TimeSaver Off Site Secretarial, Inc.*



**Park & Rec - Regular**

**1.**

**Meeting Date:** 10/12/2015

**Subject:** Review of Updated Designs for 2016 Park Bond Projects

**From:** Ryan Gunderson, Recreation Coordinator

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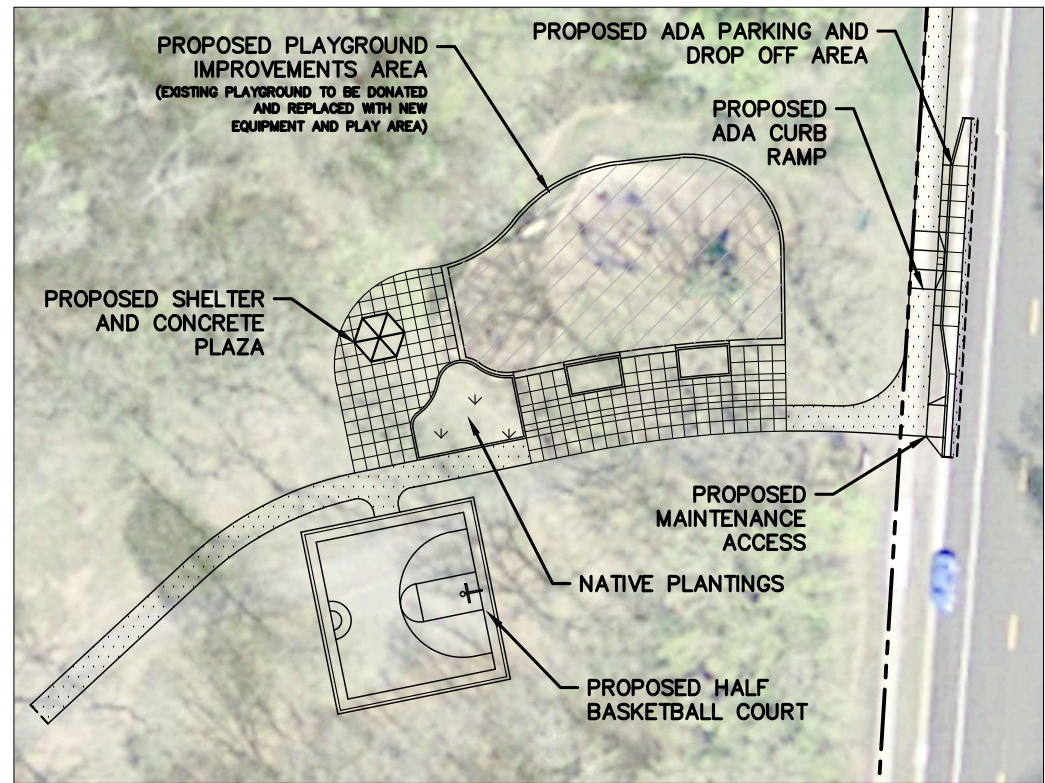
**Attachments**

2016projectdesign

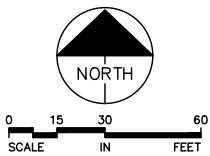
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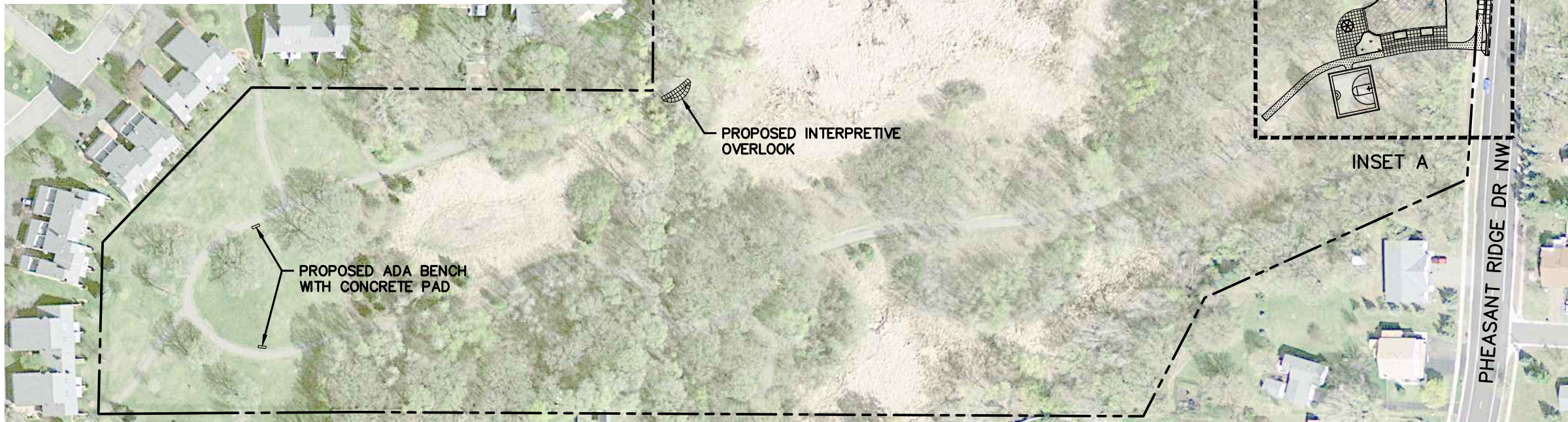
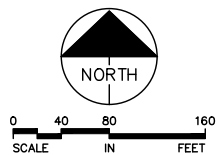
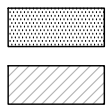
INSET A



LEGEND

BITUMINOUS TRAIL

PLAYGROUND



No.	Date	Revisions	App.

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DRAWN BY:	KTI
CHECKED BY:	DJC
DATE:	XX/XX/XXXX
PROJECT NO.	16000015

**Kimley»Horn**

2550 UNIVERSITY AVENUE WEST, SUITE 238N, ST. PAUL, MN 55114  
PHONE: 651-645-4197  
WWW.KIMLEY-HORN.COM



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DANIEL J. COYLE, P.E.  
DATE: XX/XX/XXXX\_MN LIC. NO. 44821

THE CITY OF COON RAPIDS  
2016 PARK REDEVELOPMENT PROJECTS  
CP 15-20  
PHEASANT RIDGE PARK  
CONSTRUCTION SITE PLANS

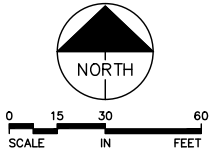
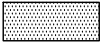




**LEGEND**

BITUMINOUS TRAIL

PLAYGROUND



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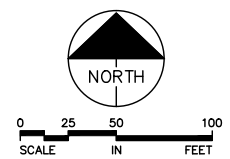
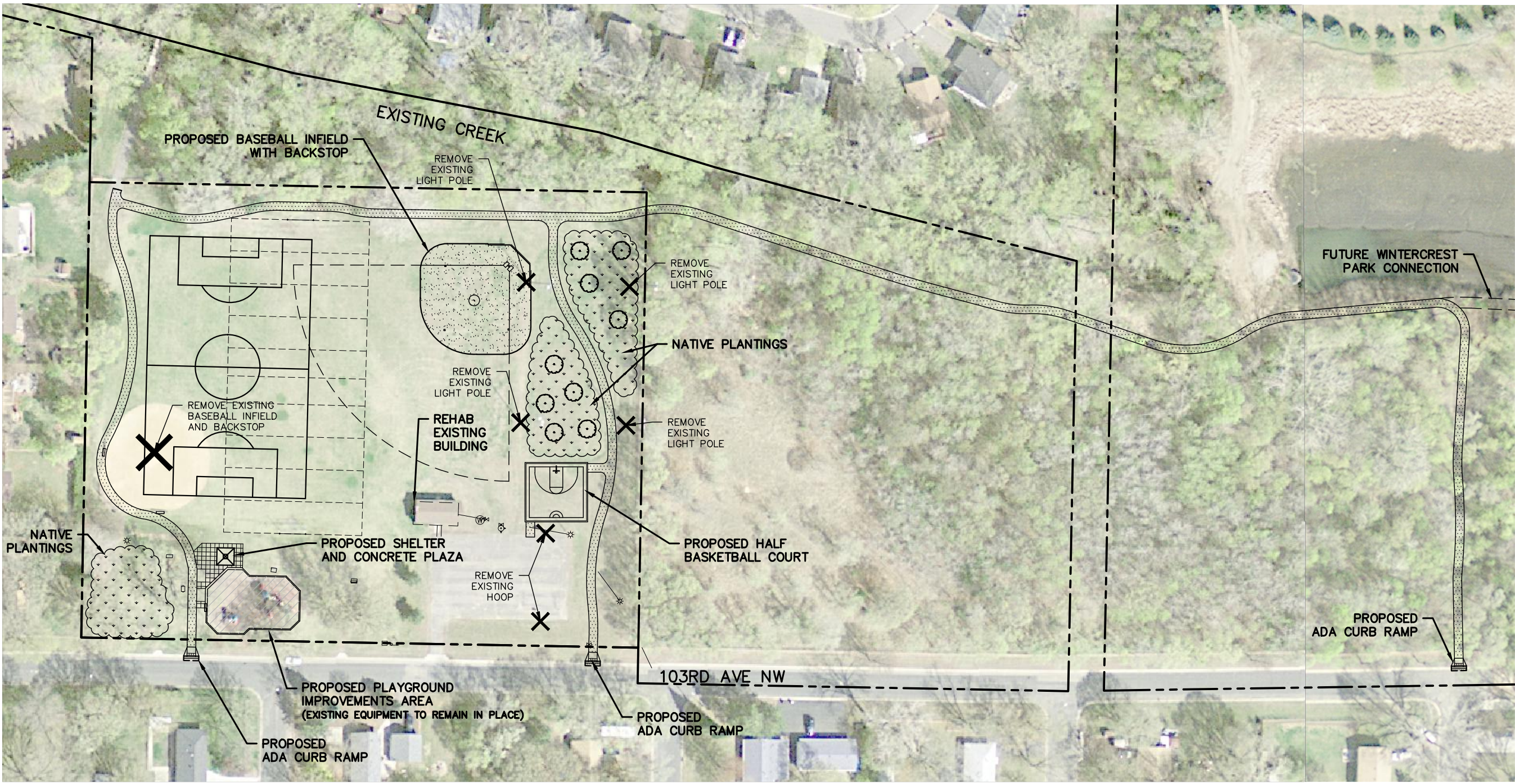
DANIEL J. COYLE, P.E.  
DATE: XX/XX/XXXX\_MN LIC. NO. 44821

THE CITY OF COON RAPIDS  
2016 PARK REDEVELOPMENT PROJECTS  
CP 15-20  
DELTA PARK  
CONSTRUCTION SITE PLANS

SHEET NO.  
2  
4



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**LEGEND**

- BITUMINOUS TRAIL
- CRUSHED AGGREGATE LIME
- PLAYGROUND

No.	Date	Revisions	App.

DRAWING NAME	000016CP01.dwg
DESIGNED BY:	MFH
DRAWN BY:	KTI
CHECKED BY:	DJC
DATE:	XX/XX/XXXX
PROJECT NO.	16000015

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DANIEL J. COYLE, P.E.  
DATE: XX/XX/XXXX\_MN LIC. NO. 44821

THE CITY OF COON RAPIDS  
2016 PARK REDEVELOPMENT PROJECTS  
CP 15-20  
WOODCREST PARK  
CONSTRUCTION SITE PLANS

SHEET NO.
3
4



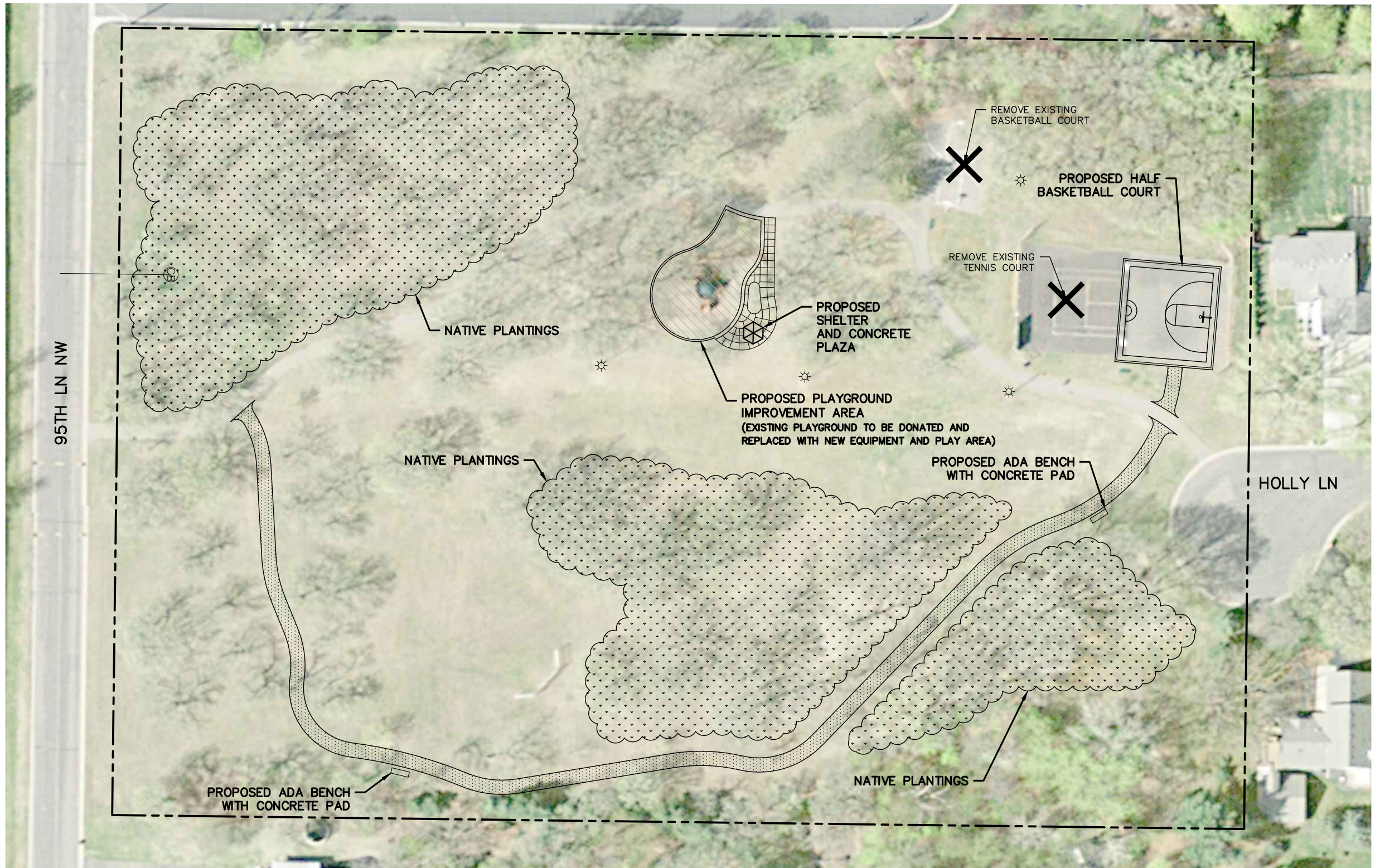
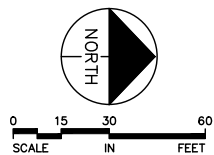
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LEGEND

BITUMINOUS TRAIL

CRUSHED AGGREGATE LIME

PLAYGROUND



No.	Date	Revisions	App.

DRAWING NAME	000016CP01.dwg
DESIGNED BY:	MFH
DRAWN BY:	KTI
CHECKED BY:	DJC
DATE:	XX/XX/XXXX
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DANIEL J. COYLE, P.E.  
DATE: XX/XX/XXXX\_MN LIC. NO. 44821

THE CITY OF COON RAPIDS  
2016 PARK REDEVELOPMENT PROJECTS  
CP 15-20  
MASON PARK  
CONSTRUCTION SITE PLANS

SHEET NO.
4
4



**Park & Rec - Regular**

**2.**

**Meeting Date:** 10/12/2015

**Subject:** Current Trail Project Updates

**From:** Ryan Gunderson, Recreation Coordinator

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**Coon Rapids Blvd Trail** - Project should be complete within two weeks.

**85th Avenue Trail** - Staff is working with property owners to coordinate easement acquisitions. Staff reviewed a boardwalk system for a portion of the trail, however Anoka County would not allow this option due to its proposed location along 85th Avenue. Staff continues to work on the drainage design, and anticipates having plans submitted for agency review within the next few weeks.

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**Park & Rec - Regular**

**3.**

**Meeting Date:** 10/12/2015

**Subject:** Parks Supervisor Updates

**From:** Ryan Gunderson, Recreation Coordinator

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**Park & Rec - Regular**

**4.**

**Meeting Date:** 10/12/2015

**Subject:** Recreation Coordinator Updates

**From:** Ryan Gunderson, Recreation Coordinator

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